

North Boone Community Unit School District No. 200
Minutes of the Regular Meeting of the
Board of Education
District Office
6248 North Boone School Road, Poplar Grove, IL 61065
Tuesday, August 16, 2022
6:30 p.m.

CALL TO ORDER AND ROLL CALL

The Regular Meeting of the Board of Education was called to order at 6:30 p.m. by President Ed Mulholland.

Present: President Ed Mulholland, Vice President Mary Maxey, Secretary Brian Haselhorst, Joe Haverly, Judy Hutchinson, Becky Self (via phone) and Nan Schilling.

APPROVAL OF AGENDA

A motion was made by Mrs. Maxey and seconded by Mr. Haverly to approve the Agenda as presented.

The motion was carried by unanimous roll call.

AUDIENCE TO VISITORS

Mrs. Mary Piskie, President of NBESS, spoke regarding the need for increased wages, hours and benefits for our support staff and how North Boone currently compares to six neighboring school districts. North Boone has lost several staff members within the last month to other districts. She encouraged the Board to look hard into the wages and benefits of our support staff in order to become competitive and to help retain our employees.

TREASURER'S REPORT

Dr. Greenlee stated the Treasurer's report was as presented. Mrs. Schilling had a question in regards to the Expenditures. Per Dr. Greenlee, these will be tabled at this meeting until we can have it finalized.

SUPERINTENDENT'S REPORT

Dr. Greenlee recognized the Unified Track Team. He congratulated them on an amazing year and asked them to come forward to receive their certificates from the Board. Coach Ford gave a quick summary of their amazing season. They were the champions of the first State Track Meet this year.

In regards to our staffing needs, Dr. Greenlee stated that we are all set with our Certified staff. However, we are still in need of bus drivers, special education teacher's assistants and substitutes all around. We have been placing ads as much as possible and reaching out on social media.

Our class sizes are still forming as we continue to reach out to those families who have not yet registered. As of right now our elementary classes are between 16 and 25 students. At the Middle

and High Schools, those student numbers are in the mid 20's. We also have a few 6th periods in the Middle and High School to help with the overcrowding and scheduling in some classes.

The letters for the bus routes were mailed the end of last week. If students are registering late, we will get them into routes just as soon as possible and follow up with phone calls as needed.

Dr. Greenlee spoke about the Capron Parking Lot. It has been completed in regards to paving and striping. This week they are finishing up with the landscaping and putting down grass seed. Nicole Difford has been working on getting landscaping quotes for bushes and shrubs for the front of the school. There will be a ribbon cutting ceremony for the school and neighbors in the near future.

We are currently working with the Village of Capron on foregoing the sidewalk. We are also working with them to recover the money that we had to use to locate the water line that was in a different location than originally thought as well as finalize the water line pipe that was replaced in accordance with the inspector's orders. Dr. Greenlee will update the Board once all of this has been completed.

Mrs. Schilling questioned what we will be doing at Capron where the culverts were installed. Currently there are rocks being used as the covering. At the moment, that is how it will remain. Dr. Greenlee will meet with our architect to see if there are other options that can be used in those culverts that might provide safety with students and the grates.

COMMITTEE REPORTS

Policy Committee

Mr. Haverly stated the next Policy Committee meeting date is to be determined. There has been nothing received from PRESS.

Business Services Committee

Mrs. Maxey stated the next Business Services Committee meeting date is to be determined. In the next meeting, the discussion for the levy will begin.

Facility/Long Range Planning Committee

Mr. Haselhorst stated the Facilities Committee meeting date is to be determined.

Curriculum, Instruction and Assessment Committee

Mrs. Hutchinson stated the next Curriculum meeting date will be September 14, 2022.

CONSENT AGENDA

A motion was made by Mrs. Maxey and seconded by Mr. Haverly to approve the consent agenda as presented.

The motion was carried by unanimous roll call.

- A. Minutes of the Regular Meeting July 19, 2022
- B. Personnel

Site	Person	Position	Salary	Effective/End Date
1. Certified – Hire				
NBMS	Sandra Swenson	ESL teacher	MA32, Step 7	8/17/22
MES	Lori Wos	2 nd Grade Teacher	BA, Step 0	8/17/22
2. Certified – Resignation				
MES	Leslie Schmidt	3/4 th Grade Teacher	N/A	End of 2021-2022 School Year
MES	Christy Grace	2 nd Grade Teacher	N/A	End of 2021-2022 School Year
3. Certified – FMLA				
4. Non-Certified – Hire				
District	Michael Zelek	Interim Business Manager/CSBO	\$800/day	8/1/2022
NBHS	Kelly Osterberg	Library Assistant (transfer from 5.75 SpEd TA)	Per NBESS schedule	8/16/2022
5. Non-Certified – Resignation				
District	Dominic Perri	Bus Driver	N/A	7/28/2022
PGE	Brittany Sorenson	Special Education Teacher Assistant	N/A	8/2/2022
CES	Bruce Rudolph	Head Custodian	N/A	8/19/2022
MES	Glenda Ford	Special Education TA	N/A	8/8/2022
CES	Danielle Loch	Teacher Assistant	N/A	8/10/2022
6. Non-Certified – Retirement				
NBHS	Bill Razim	Custodian	N/A	1/6/23
7. Extra-Curricular - Hire				
NBHS	Alan Calderon	Assistant Soccer Coach - Fall	Group IV/Year 1	2022-2023 School Year
NBHS	Megan Nilson	Color Guard	Group V/Year 1	2022-2023 School Year
CES	Elizabeth Saveley	Mentor Coordinator	Group VI/Year 10	2022-2023 School Year
CES	Elizabeth Saveley	Mentor	Group VI, Year 10	2022-2023 School Year
NBUE	Elaine Aherns	Mentor	Group VI/ Year 7	2022-2023 School Year
PGE	Emily Wykes	Mentor (half stipend)	Group VI/Year 5	2022-2023 School Year
MES	Retha Dreyer	Mentor	Group VI/Year 3	2022-2023 School Year
NBHS	Melissa Ford	Mentor	Group VI/Year 7	2022-2023 School Year
NBHS	Chris Shank	Mentor (half stipend)	Group VI/Year 4	2022-2023 School Year
NBHS	Joseph Pienta	Mentor (half stipend)	Group VI/Year 2	2022-2023 School Year
NBUE	Judy Lange	Mentor	Group VI/year 3	2022-2023 School Year
NBUE	Jennifer Kamholz	Mentor (half stipend)	Group VI/Year 2	2022-2023 School Year
CES	Ashlee Hilton	Mentor (half stipend)	Group VI/Year 1	2022-2023 School Year
MES	Jessica Ribovich	Mentor	Group VI/Year 1	2022-2023 School Year
NBUE	Brenda Kamholz	Mentor (half stipend)	Group VI/Year 1	2022-2023 School Year

NBMS	Marcy Wilson	Mentor	Group VI/Year 1	2022-2023 School Year
PGE	Megan Laing	Mentor (half stipend)	Group VI/Year 1	2022-2023 School Year
NBHS	Melissa Ford	Senior Class Advisor	Group VI, Year 6	2022-2023 School Year
NBHS	Keven Hohenzy	Junior Class Advisor	Group VI, Year 2	2022-2023 School Year
NBHS	Patty Wolski	Sophomore Class Advisor	Group VI, Year 2	2022-2023 School Year
NBHS	Megan Nilson	Senior Class Assist Advisor	Group VI, Year 2	2022-2023 School Year
8. Extra-Curricular - Resignation				
NBHS	Jessica Haselhorst	Junior Class Assist Advisor	N/A	End of 2021/2022 School Year
NBHS	Katie Kruczewski	Senior Class Advisor	N/A	End of 2021/2022 School Year
NBHS	Jeff Corn	Math Team	N/A	End of 2021/2022 School Year

- C. OT/COTA/PT Contract
- D. Music Therapy Contract
- E. Speech Contract

Dr. Greenlee wanted to take the opportunity to introduce Dr. Michael Zelek. Dr. Zelek will be our Interim Director of Business Services. His experience includes working in Grayslake for 17 years and filling in last year in LaGrange. We are very happy to have him in North Boone for this school year.

UNFINISHED BUSINESS

A. Approval of FY2023 Tentative Budget

Dr. Zelek noted that the Tentative Budget was updated and modified with the revenues. An adjustment was also made for the 5% levy that will be forthcoming. All expenditures were updated as well.

Dr. Greenlee asked for the Board to approve the Budget as it does need to be on display for 30 days before it can be presented to the public at the September 2022 Board Meeting.

Mrs. Schilling asked if any funds were moved from one fund to another as she did notice that some numbers have shifted. Dr. Zelek stated that everything does look to be in the right place. Dr. Greenlee will work with Dr. Zelek and Mrs. Geyman Sell about these shifts and update the Board accordingly.

A motion was made by Mrs. Maxey to approve the Fiscal Year 2023 Budget as presented. Mrs. Hutchinson did second the motion.

- Ayes: Mr. Haselhorst, Mr. Haverly, Mrs. Hutchinson, Mrs. Maxey and Mr. Mulholland
Nays: Mrs. Self

Abstain: Mrs. Schilling
The motion passed 5-1 with one abstention.

B. Paper Renewal

Last year we rolled out a tutoring program for our High School students with a company called Paper. Mrs. Louis would like to see this in place for the Middle School students as well this year. The total cost, for both schools, would be \$38,384.50 which would come out of the learning loss side of ESSER funds.

Mrs. Neri started out by showing the ratings that were received from student feedback from the 2021/2022 School Year. The school year ended with 140 online tutoring sessions and 315 essays reviewed by Paper tutors. We received a breakdown on the rating of the tutors from the students. We are seeing that the students do find it beneficial. Our current contract ends on September 22, 2022. We would like to get the new contract processed. It would be the 12-month pricing, with 770 licenses for grades 7-12.

Mrs. Schilling asked if we have an estimated number on the amount of students that would be using this program. Mr. Eckmann did note that he has a couple of colleagues that have been using Paper a year longer than North Boone. He indicated that the trend seemed to be the first year was mostly used for essay reviews. Their second year of using it, the tutoring aspect was really utilized with the students. At the Open Houses this year, information is going to be handed out in regards to this program to all students. We do get a monthly report of what students are using it for and for which subjects. Paper also sends out a lot of marketing materials. There are also student contests, conducted by Paper, to get the kids to use it more.

Mr. Haselhorst asked if our teaching staff is pushing the students to use this program. Yes, there are. Per Mr. Eckmann, at the High School, there is an English teacher that does require their students to submit their essays through Paper prior to turning in their final paper.

Mr. Haverly questioned if there are any staff members that are willing to tutor instead of utilizing this program. Tutoring groups with our staff are still encouraged and we are looking to grow that aspect a little more. Dr. Greenlee did note that we do have funds in ESSER for learning loss that has been offered for tutoring to staff. A plus side to Paper is that their sessions are available at all hours for the students to help accommodate for their afterschool schedules that might not work with staff availability.

Mrs. Schilling questioned if there is enough in our ESSER funds to pay for this year. Dr. Greenlee stated he did not have the exact remaining amount, but we have plenty that will cover the one-year contract. Mr. Mulholland did emphasize that not only do we have the means to fund the Paper contract, but also any tutoring done by our staff members.

Mr. Haverly asked how we implement tutoring from staff members. Dr. Greenlee stated that the individual school will present him with a proposal. There is an approval process that goes along with it. We do provide transportation for after school tutoring.

A motion was made by Mrs. Hutchinson to approve the renewal of the Paper contract for 12 months from September 22, 2022 – September 22, 2023 for Grades 7-12 and Brian Haselhorst did second the motion.

The motion was carried by unanimous roll call.

NEW BUSINESS

A. August 2022 Bills

Per Dr. Greenlee, there was a glitch in the Decision Systems software in regards to the August 2022 bills. We are asking for this to be tabled until Dr. Zelek and Mrs. Geyman Sell have an opportunity to work together to get it all figured out. Dr. Zelek noted that there is a possible discrepancy that they will be resolving, but asks that the Board approve the bills that need to be paid in order to avoid late fees and penalties.

A motion was made by Mrs. Maxey and seconded by Mr. Haselhorst to table the August 2022 bills but to allow administration to send out the bills that are necessary to be paid in a timely manner.

Mrs. Hutchinson did request that the bond information be brought back when the bills are presented next month.

The motion was carried by unanimous roll call.

B. Student Data Presentation

Dr. Greenlee noted that Mrs. Neri does have the MAPS data to review with the Board. IAR data has not yet been received. Those scores should be released the end of October. The data that we will be focusing on are from grades 2-8. Mrs. Neri pointed out the growth for last year. The Achievement Percentile nationally was shown. For the Spring to Spring Growth data, Mrs. Neri did point out that in Spring 2021 we still had the remote learning option and several students did not come into the buildings to take the MAPS tests. Only those that tested in both sessions are included in these percentiles. She noted that fifth grade is a big transition year for students and that Mr. Peterson is working with his School Leadership Team. Per Mrs. Neri, all of the schools have Improvement Plans, that they have been working on since June, in place to help improve these scores.

It was noted that MAPS does give a growth projection, for every student, from Fall to Spring. We are then able to pull the data to see which students have met their growth projections. These numbers were shown by grade level as to which percentage of students have met their growth goal. Mrs. Neri did want to celebrate the 4th Grade Class from Capron Elementary. 100% of the 4th Grade students met or exceeded their growth projection in the last school year, which is an amazing accomplishment for both the students and their teachers.

Mrs. Neri presented the growth percentage for those students that were utilizing our Edgenuity MyPath math intervention vs. the percentage of students that were in the MyPath to compare who met their goal. For the Elementary Schools, these are only the

3rd and 4th Grade students. There was an increase for those that utilized the intervention, aside from Capron Elementary due to all of their 4th Grade students meeting their goal. At the Upper Elementary School, this number did decrease. Mr. Peterson will be running the intervention period differently this school year in order to help raise those numbers.

The preliminary results for the IAR for Grades 3-8, the SAT for Grade 11, and the ISA for Grades 5, 8 and 11 are not yet official.

The next steps will include School Improvement/MTSS/Curriculum which includes a District wide goal. During the late start days, the grade level teams will meet regarding the curriculum. The goal is to have these teams complete 2 PLC Cycles for this year. Mrs. Neri went on to describe a PLC cycle. This will support instruction and assess student need prior to seeing our benchmark assessment.

Mr. Mulholland asked how this will align with the strategic planning that we have in place. Mrs. Neri stated that for our goals, Goal 1 is centered around student achievement. One of the strategies in this goal is to develop an MTSS (Multi-Tiered System of Support) process. MTSS has 3 Tiers and we are focusing on Tier 1 this year before proceeding to the next Tiers. This will help us establish what we need to do for the students.

Mr. Mulholland asked Mr. Eckmann to explain what the High School staff will be doing with the 45 minutes later start this year. In order to find a time for teachers to collaborate, it was seeming difficult to do this when there are students in the building. Therefore, the start time was adjusted so that the time from 8:00-8:30 is set aside for teachers to work with their teams utilizing the MTSS process. They will also be available for helping students that are unable to stay after school.

Mrs. Schilling asked what Capron was doing that helped them get to the 100% goal achievement. The 4th Grade team did run a robust tutoring program after school. It was asked if the Upper Elementary could possibly follow suit with the tutoring. It is optional to staff and would be funded with ESSER funds.

Mr. Haverly asked if there is a nationally used number that we want to achieve. Mrs. Neri will pass that number along to Dr. Greenlee. Please keep in mind that MAP scores have a correlation to IAR with meeting goals. For MAP it is normally 70% or above for a benchmark. This does change at each grade level.

Mrs. Hutchinson pointed out that this is a standardized test that is given to students on computers. Please keep in mind that some students do just click an answer to complete the test. She feels that this is reflected in these numbers. Mr. Haverly inquired about a possible in-house assessment that can be done. That is exactly what the MTSS process will achieve. We will have data this year from that process. All of the Instructional Coaches are involved in this process as well.

C. **Student Handbook Revisions**

Each year, the Board is asked to approve the Student Handbook. Mrs. Louis presented the updated handbook that the principals have been working on. The content has not really changed, just the organization and format/style. Mrs. Louis noted that every year there is minimal verbiage that needs to be changed. This year, the aesthetics was the main focus for change. Please note that the formatting did not transfer over as well as anticipated into the Agenda and will be corrected should the Handbook pass tonight.

The new format is now in paragraph form instead of two columns. The biggest change came in the Code of Conduct section. They are divided now into two matrices, Elementary and Secondary. The 5th and 6th Grades are both included in the Elementary section. It is now in a user-friendly format for staff, parents and students. You are able to look up the infraction and see exactly what the intervention will entail.

The goal was for ease of use by parents. At registration, parents do sign off on reading the Student Handbook. Upon the Board's approval, Mr. Peterson will post the handbook online and a messenger will go out to all parents stating that changes were made to the handbook. The High School and Middle School will be meeting with all students in class, either via Google Meet or in person, to discuss the handbook. The Code of Conduct section will be distributed to each student and they will sign off that they have received the Handbook.

Mr. Haverly questioned who will make the call if the police need to be contacted? Dr. Greenlee will be notified and then the Building Principal will make the decision to call. It will all depend on the situation. If there is a difficult question on to whether contact the police or not, the District's attorney will be consulted.

Mr. Haverly requested to have the Dress Code placed on the Agenda for review and discussions. This can be brought forth at a Policy Committee Meeting.

The Handbook will be re-evaluated in January after seeing how these changes play out for this School Year.

It has also been found that PowerSchool does have an incident management section that staff will begin using. It will give admin more options on how to deal with a student. This section includes a behavior tracking application. This allows any staff member to enter incidents and there will be a running record of any student's actions to aid with interventions/discipline.

A motion was made by Mrs. Hutchinson to approve the Student Handbook changes as presented and Mrs. Maxey did second the motion.

The motion was carried by a unanimous roll call.

EXECUTIVE SESSION

A motion was made at 7:59 p.m. by Mrs. Maxey and seconded by Mr. Haselhorst to recess to Executive Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act. 5 ILCS 120/2(c)(1).

As well as to discuss collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(1).

The motion was carried by unanimous roll call.

RECOMMENDATIONS FROM EXECUTIVE SESSION

(none)

ANNOUNCEMENTS & OTHER INFORMATION

- A. FOIA Log
- B. Student Activity Fund Reports

ADJOURNMENT

A motion was made by Mrs. Maxey and seconded by Mr. Haverly to adjourn at 8:45 p.m.
The motion was carried by unanimous voice vote.

PRESIDENT Ed Mulholland /s/

SECRETARY Brian Haselhorst /s/

APPROVED: 09/20/2022